

London Community Credit Union

Please complete in full using a ball point pen and return to:

London Community Credit Union Ltd
 Direct Debit Collection Team
 1 Water Lane
 Stratford
 London
 E15 4LU

Name(s) of Account Holder(s):

Bank / Building Society Account number:

Branch Sort Code:

Name and full postal address of your Bank or Building Society:

To: Bank / Building Society

Address:

Postcode:

Reference: Loan (Please insert Loan #) - Savings (Please insert S followed by Member #)

Instruction to your Bank or Building Society to pay by Direct Debit

Service User Number

FOR LONDON COMMUNITY CREDIT UNION LTD OFFICIAL USE ONLY

This is not part of the instruction to your Bank or Building Society.

MEMBERSHIP NO.

FIRST PAYMENT DATE:

FREQUENCY:

PAYMENT DUE DATE:

AMOUNT: £

Allocation: £ £ £

PAYMENT END DATE: UNTIL FURTHER NOTICE (UFN)

EMAIL ADDRESS CONFIRMED: YES NO

Instruction to your Bank or Building Society

Please pay **London Community Credit Union Ltd** Direct Debits from the account detailed in this Instruction subject to the safeguards assured by the Direct Debit Guarantee. I understand that this Instruction may remain with **London Community Credit Union Ltd** and, if so, details will be passed electronically to my Bank / Building Society.

Signature(s):

Date:

Banks and Building Societies may not accept Direct Debit Instructions for some types of account.

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This Guarantee should be detached and retained by the payer.

The Direct Debit Guarantee



- This Guarantee is offered by all Banks and Building Societies that accept instructions to pay Direct Debits.
- If there are any changes to the amount, date or frequency of your Direct Debit London Community Credit Union Ltd will notify you 5 working days in advance of your account being debited or as otherwise agreed. If you request London Community Credit Union Ltd to collect a payment, confirmation of the amount and date will be given to you at the time of the request.
- If an error is made in the payment of your Direct Debit by London Community Credit Union Ltd or your Bank or Building Society, you are entitled to a full and immediate refund of the amount paid from your Bank or Building Society.
- If you receive a refund you are not entitled to, you must pay it back when London Community Credit Union Ltd asks you to.
- You can cancel a Direct Debit at any time by simply contacting your Bank or Building Society. Written confirmation may be required. Please also notify us.